

## Resolution Form

Email Resolutions to: [Ischinkel@spra.sk.ca](mailto:Ischinkel@spra.sk.ca) by October 1, 2020

Resolution #: \_\_\_\_\_ Date: \_\_\_\_\_

Whereas:

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Whereas:

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Whereas:

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Be it resolved that:

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Moved by: \_\_\_\_\_  
Member organization/SPRA Board

Represented by: \_\_\_\_\_  
Name of Individual representing the  
Member organization/SPRA Board

Seconded by: \_\_\_\_\_  
Member organization (different  
from above)/SPRA Board

Represented by: \_\_\_\_\_  
Name of Individual representing the  
Member organization/SPRA Board

**Note:** Procedures for submitting a Resolution can be found on the second page of this document.

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**Board of Directors Policies**

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**Policy type:** Governance Process  
**Number:** GP-20  
**Policy name:** AGM Agenda and Resolutions Policy and Procedures  
**Date approved:** October 12, 2000  
**Amended:** June 17, 2014

**1. Agenda**

- a) Notice of the time and place of the annual meeting shall be sent to the membership not less than thirty (30) days prior to the meeting
- b) Only business on the agenda shall be accepted at the annual meeting of SPRA unless a notice of motion thereto shall have been delivered to the chief executive officer three (3) working days prior to the meeting. This provision may be waived by a simple majority vote of those present and eligible to vote at the meeting.

**2. Resolutions:**

- a) The Board of Directors of SPRA shall annually appoint a Resolutions Committee
  - b) This Committee shall review all resolutions and report on them as deemed necessary
  - c) The resolutions together with the Committee's report on them shall be circulated on the first day of the Conference, whereupon they shall be discussed at the Round Table session, prior to the AGM, for discussion
  - d) Only resolutions which meet the following criteria and are submitted on a SPRA approved form shall be considered at the Annual General Meeting:
    - i) have a mover and seconder from different member organizations, or be submitted by the Board
    - ii) be consistent with SPRA Outcomes
    - iii) be relevant to current or future recreation and parks issues
    - iv) be more than purely local or, be relevant to all members in that category or specific to a geographic area
  - e) Resolutions must be received by the SPRA office by October 1st or they will not be accepted, except those that are of an important and timely nature. These resolutions must be received by 6:00 p.m. the day prior to the AGM and must have met the mover and seconder conditions as listed above.
  - f) All proposed constitutional amendments or repeals by the general membership must be submitted to the Resolutions Committee sixty (60) days prior to the Annual General Meeting for subsequent distribution to the active members thirty (30) days prior to the Annual Meeting
  - g) Either the mover or seconder must be at the Annual Meeting otherwise it fails; (Clarification: "If the mover of a resolution is not present the seconder of that resolution will become the mover; then a seconder will be requested from the floor. If the seconder of that resolution is not present then a seconder will be requested from the floor. If neither the mover or seconder are present, the resolution is withdrawn").
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**Board of Directors Policies**

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**Policy type:** Governance Process  
**Number:** GP-20 (continued)  
**Policy name:** AGM Agenda and Resolutions Policy and Procedures  
**Date approved:** October 12, 2000  
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- h) Resolutions of an important and timely nature may be developed at the Round Table session, however, these resolutions must have a simple majority vote at the Annual General Meeting to be put on the floor as a package of all resolutions received after 6:00 p.m. the day before the Annual General Meeting by voting members, supporting the emergency nature of each particular resolution.